



Association of Caribbean Higher Education Administrators
**ELEVENTH ANNUAL INTERNATIONAL
CONFERENCE**
NATIONAL ACADEMY FOR THE PERFORMING ARTS,
PORT OF SPAIN, TRINIDAD
JULY 12 – 14, 2012
CONFERENCE REGISTRATION

PLEASE TYPE OR PRINT

Surname: _____ First Name: _____ Middle Initial: _____
Title: [] Prof. [] Dr. [] Mr. [] Mrs. [] Miss [] Ms.

Organization/Institution _____ Position: _____

Address: _____

Tel. No.: _____ Cell No.: _____ Fax No.: _____

Email address: _____

REGISTRATION FEES

ACHEA MEMBER: US\$ 360.00 _____

NON-MEMBER US\$ 410.00 _____

GROUP FEE (5 and more members): US\$ 300.00/person _____

(Registration fee includes coffee breaks, lunch, and closing banquet)

TOTAL PAYMENT: US\$ _____

Please indicate any special dietary requirements: _____

PAYMENTS *(Personal cheques will not be accepted)*

[] * Bank Draft [] * Wire Transfer (instruction sheet attached) [] Master Card [] VISA

**Payable to "The University of the West Indies"*

Please charge my credit card: No.: _____ Expiry Date: _____

HOTEL RATES (Select from list below)

Participants are responsible for making their own reservations for accommodation

Write name of hotel/place of accommodation (for transportation purposes only):

TRAVEL INFORMATION

Arrival Date: _____ Arrival Time: _____ Airline/Flight No. _____

Departure Date: _____ Departure Time: _____ Airline/Flight No. _____

Please submit Registration Form to: ACHEA SECRETARIAT, c/o Mrs. Germaine Alexander, Tel/Fax 1-868:663-4919, email address: germaine.alexander@open.uwi.edu OR, Ms. Annette Arjoonsingh, fax No. 1-868:662-9103; email address: annette.arjoonsingh@open.uwi.edu OR, Ms. Vanessa Baird, email address vanessaak27@yahoo.com

ACCOMMODATION

THE CARLTON SAVANNAH HOTEL

Special Corporate Group Rates minimum three (3) nights per guest:-

Single Deluxe King Room – US\$150.00 inclusive of Taxes

Single Deluxe Queen Room - US\$150.00 inclusive of Taxes

The above rates are based on availability inclusive of Breakfast and must be accompanied by a credit card guarantee upon booking.

Our Special Corporate Group Rates minimum three (3) nights per guest double:-

Single Deluxe King Room – US\$168.00 inclusive of Taxes (1Bed in Room)

Single Deluxe Queen Room - US\$168.00 inclusive of Taxes(1 Bed in Room)

The Above rates are based on availability inclusive of Breakfast and must be accompanied by a credit card guarantee upon booking.

Reservations: Mr. Jerome Dinzey, Sales Manager, The Carlton Savannah, Coblentz Avenue, Port of Spain, Trinidad

Phone: [868-621-5000](tel:868-621-5000) ext 60037, Fax: [868-621-5001](tel:868-621-5001), Mobile: [868-741-6234](tel:868-741-6234)

Jerome.dinzey@thecarltonsavannah.com, www.thecarltonsavannah.com

KAPOK HOTEL

STANDARD ROOM(King Bed or 2 Double Beds) - Single/Double: US\$ 138.00

STUDIO (Self-contained, Queen Bed, Kitchenette & Shower) - Single: US\$ 138.00

SUPERIOR ROOM (With or Without Balcony, King Bed) - Single/Double: US\$ 154.00

SUITE WITH BALCONY - (Self-contained, Queen Bed, Separate Living/Dining Area, Kitchenette with Microwave & Refrigerator) - Single/Double: US\$ 172.00

Rates include daily complimentary continental breakfast at Tiki Village Restaurant & complimentary in-room wired internet access

Room Rates are subject to 21.5% taxes. (Service Charge & Hotel Tax)

Reservations: (868) 622-5765, fax (868) 622-9677 or email: stay@kapokhotel.com

NORMANDIE HOTEL

Single Occupancy - US\$99.00 per room per night

Double Occupancy - US\$110.23 per room per night

Rates quoted inclusive of continental Buffet Breakfast 10% Service Charge & 10% Government Tax

10 NOOK AVENUE ST ANNS, PORT OF SPAIN, AND TRINIDAD PH: (868) 624-1181 – 4 * FAX: (868) 624-0108 *

Reservations: reservations@normandiett.com or frontdesk@normandiett.com or

* **WEBSITE: WWW.NORMANDIETT.COM**

HILTON TRINIDAD & CONFERENCE CENTRE

Standard Rooms -:US\$139/\$159 single/double occupancy with breakfast with internet plus 10% Service Charge and 11.5% Room Tax per night

Executive Rooms -:US\$159/\$179 single/double occupancy with breakfast with internet plus 10% Service Charge and 11.5% Room Tax per night

Junior Suites -:US\$259/\$279 single/double occupancy with breakfast with internet plus 10% Service Charge and 11.5% Room Tax per night

Presidential Suites -:US\$499/\$519 single/double occupancy with breakfast with internet plus 10% Service Charge and 11.5% Room Tax per night

Lady Young Road, Belmont, Port of Spain, Trinidad and Tobago

Reservations: Tel: [868\) 624 3211](tel:868-624-3211) Ext 6009, Fax: [868\) 625 9710](tel:868-625-9710), Email: jaikishan.hardyal@hilton.com

meghan.peake@hilton.com Tel: **(868) 624 3211 Ext 6207**

N.B: Transportation will be provided to registered participants staying at these locations only.